

**STATE COUNCIL FOR PERSONS WITH DISABILITIES**  
**BRAIN INJURY COMMITTEE**  
**September 11, 2017 – 2:00 PM**  
**Smyrna State Service Center, Smyrna**

**PRESENT:** Ann Phillips, Chair; Andrew Burdan, Tri BIAD; Thomas Cairo, Bayhealth Neurosciences; Jane Crowley, Nemours/AI duPont Hospital; Vanessa Deloach, DDDS; Debbie Dunlap, Parent/Advocate; Lisa Furber, DLP/CLASI; Jody Hougentogler, BIAD; Mary Iampietro, Nemours/AI duPont Hospital; Christine Jock, Advocate; Sharon Lyons, BIAD; Ron Sarg, DCVA/MOAA; Jamila Waigwa, DSAAPD; John McNeal, Staff; and Jo Singles, Support Staff.

**CALL TO ORDER**

Ann called the meeting to order at 2:09 pm. Everyone introduced themselves. Jane introduced Mary as her replacement. Mary provided some professional background information. Ann welcomed Mary to the Committee and thanked Jane for all her contributions to the Committee. Jane will consider attending as a community-level person.

**ADDITIONS/DELETIONS TO THE AGENDA**

None

**APPROVAL OF MINUTES**

Ann made a motion to approve the September 11, 2017 minutes as amended and Jane seconded the motion. The minutes were approved as amended. The following sentence (page 2) was revised: Sharon noted that four people were given offered certification at the previous annual conference, but they were unable to offer it in the spring (the words “five” and “offered” were deleted).

**BUSINESS**

Brain Injury Trust Fund – Update & Spending Plan

John provided an update. He stated that we received \$50,000 for this year (SFY18). There has been some difficulty in getting people to request funds and utilizing funds. One of the issues is being the payor of last resort. Also, there is another group has funding which is another resource for modifications. We started this year (July 1-June 30) with \$100,000. John stated the following amounts: \$10,000 spent between July 1 and now (\$8,000 for modifications); \$19,856 has been spent for this calendar year. We have \$90,000 in funds currently available. Ann asked for clarification on the type of brain injury that qualifies for this funding. John commented that there is flexibility and people with strokes are included in this population. He spoke about oversight, with some modifications and alternations not being ADA compliant. He stated that \$10,000 has been spent since July 1 and now. Jane spoke about states like New Jersey that have organized Brain Injury Trust Fund groups and have difficulty in getting the word out about available funds.

Vanessa asked how people find out about this funding. Information can be found on the SCPD website and Facebook page. The link is on the BIAD website. Suggestion was made to put it in the DSAAPD’s Guide to Services. Ann will make an announcement at the monthly MCO conference call tomorrow in which many providers participate. Vanessa suggested that it may be included on

DDDS's website. Tom spoke about the use of funds for assistive technology, including iPads for speech therapy. Andrew spoke about people being denied by DVR or MCOs, and other providers having information available about the Brain Injury Trust Fund.

John suggested having a subcommittee brainstorm ways of reaching out, what we can pay for, reviewing the language on the application, etc. and resell it. If anyone is interested in serving on this subcommittee, contact John. Andrew, Ann, Vanessa and Jane expressed interest in serving on the subcommittee. Andrew suggested contacting Peach Tree who help people with brain injuries. Jody will contact Chris at Peach Tree. Ron suggested attaching a synopsis of the Brain Injury Trust Fund and an application to the minutes.

#### Concussion Bill Update

John distributed Parent/Player Concussion Information and Return to Play Forms (handout) developed for recreational leagues, which are similar to DIAA Forms. There is a free online course and data base. John took the DIAA Training and "Heads Up" course. These are very similar to the National Federation of State High School Associations (NFHS). Over 65 recreational clubs have been identified. All information can be found on the SCPD website. John intends to do more reaching out and will contact Wendy Hudson (Communications) of Safety & Homeland Security. John noted that out-of-state travel teams playing in Delaware are not required to follow the process. Sharon suggested handing out information flyers at the public fields where the teams play.

#### Brain Injury Committee Membership/Representation Update

Ann referred to page 2 of the last minutes regarding required participation and noted that others not listed are welcome to participate. John stated that a spreadsheet that has been created. This will be sent out in advance of the next meeting. Jane commented that we need representation from the juvenile justice system since that population have many brain injuries that are largely undiagnosed. Also, we need to reach out to the adult correctional system. Further discussion was tabled until the next meeting.

#### Vice-Chair Vacancy

Brian has resigned from the Brain Injury Committee. Lisa commented that Laura Waterland will be taking Brian's position, but added that she could not speak for Laura regarding the Vice-Chair vacancy in BIC. John commented that we should follow protocol and have an election. Jo will send out information on the By-Laws so people know in advance what is expected in the role of Chair and Vice-Chair.

#### Review of BIC Strategic Plan, Priorities and Goals & Prioritizing for the Upcoming Year

Ann referred to the document of Priorities, Goals & Objectives from 2014 (handout). She noted that some priorities were not in the strategic plan that have been accomplished, for example, the concussion and helmet legislations. Other priorities can be added. Tom spoke about a previous meeting where we had discussed women in shelters and having brain injuries. There had been discussion about exchange of information. He about the first priority listed (Provide a forum for the sharing and analysis of information) and how we could use an electronic forum to share information, etc. Ann spoke about cost and available staff time. Tom spoke about Facebook pages

that are specific to certain groups. Jody spoke about HIPPA laws and sharing of private information. John commented that people would volunteer to join a group. Lisa mentioned that Yahoo has groups, but that they require a moderator who monitors who will be added or removed from the group. General descriptions are given about people and private information is not disclosed. Tom stated that this would be a great way to be more in tuned, exchange information and get feedback. Lisa clarified that Yahoo notifies members of a group by email when posts are made. Tom added that it could be utilized for agendas, meeting locations, etc. He said this would be a good way for the Committee to evolve into the next phase of connectivity instead of only relying on this particular meeting. It may increase representation via electronically that cannot make the monthly meetings.

Ann spoke about getting informal bios from Committee members in how it relates to brain injury. This would give us more resources. Different perspectives and knowledge would be a great benefit when helping others. We would also ask this from new members that come on board. John commented about having increased representation from brain injury survivors and family members. Mary commented that the knowledge she will receive from this Committee will help her serve families better. Debbie added that the groups have a thread of information that they can follow and refer to for additional resource information. Ann commented that we can have limits on what can be discussed, for example, political talk. Anthony added that recommended public venues could be shared that would be helpful. Tom stated that we need to decide on what is the appropriate forum. As a next step, he offered to research free available options. He will bring a list of available options with details about each one on a flash drive. He foresees a closed group for Committee members only so that interpersonal connections can be increased. John will have a projector and laptop available for the next meeting if needed. Someone suggested checking with DHCI regarding available technology. Tom gave his business card to Jo to contact him about venues for the next meeting. He added that Bayhealth would be an option.

Ann asked that Committee members send Jo their bios or bring them to the next meeting. Bios should have a focus of the member's knowledge of brain injury, professional and personal life (depending on what you want to share). Even if you do not have brain injury knowledge, but have an interest is good to know.

Jody spoke about Goal 2 of the strategic plan: Improve state data collection system on individuals with traumatic brain injuries, their needs, and the services. She stated this goal goes along with the next priority: Provide a network to identify and facilitate acquisition of enhanced resources. She stated that BIAD would be willing to partner with other entities to create a state data collection system. She added that a trauma registry already exists. Ann spoke about not getting grant funding without data. Jody commented that there is grant money available, but it only comes to a designated State agency. Jane commented that the feds require that the State have an identified lead agency. Jody noted that Delaware does not have a TBI Council that other states have and they received federal money to set up council. These councils work with their health & social services departments to create registries and programs within their state. She stated that this needs to happen in Delaware. John noted that this Committee is the designed brain injury committee for the state. Jane noted that the existing registries only covers people who are hospitalized overnight. Jody commented that this would be a beginning. Tom asked what data is being reported and who is reporting it. He noted that if the data comes from the hospital, it would be claims data. There was discussion about DHIN (Delaware Health Information Network) information. Ann will follow-up on this. Tom spoke about the importance of getting claims data. Jody added that there is money

available to create this data collection system. Ann noted that DPH is short-staffed and unable to send a representative to BIC meetings. John will contact Leah (DPH) and the new Director of DPH. Jane recommended creating a series of questions addressing these issues.

Ann asked everyone to review the Priorities, Goals & Objectives, including adding new ones, and be prepared to discuss at the next meeting. We will choose which ones we want to focus on and then will know what questions to ask DPH. She asked members to also bring questions that they have to the meeting. We will plan to vote on these at the next meeting.

There was discussion about getting legislators involved. Suggested names were Representative Deb Heffernan, Senator Nicole Poore and Lt. Governor Bethany Hall-Long. Mary suggested researching states that are successful and what they are doing. Suggestion was made to contact NASHIA (National Association of State Head Injury Administrators) and have questions ready. It was noted that Delaware does not have a State Head Injury Administrator. Jody commented that we will be able to capture more over time and have better resources available. Tom stated that we need to decide on what is the appropriate forum. As a next step, he offered to look at options available. He foresees a closed group for Committee members only so that interpersonal connection can be increased. Delaware misses out on receiving federal money without this information.

#### BIAD Report

Jody spoke about increasing the number of Board members. They participated in Innovations. Jody stated that Peach Tree is expanding which helps with housing. They were bought by a private company and are expanding to 78 beds. The company that is buying Peach Tree have other facilities in other states and are involved in community residential services. Andrew added that they are planning to build two additional buildings with studio and one-bedroom apartments. They are also expanding their day habilitation program. Jody said that they are still growing, but will not provide medical services. This expansion is needed, but we need help with the medical side for people with brain injuries. Post-Acute will be doing outpatient rehabilitation. Also, nursing homes are not staffed to work with people with complex brain injuries. There is a new mental health facility in Georgetown. There was discussion about group homes for medically fragile people. Many end up at DHCI (Delaware Hospital for the Chronically Ill). Lisa added that there are many long-term care people at DPC (Delaware Psychiatric Center) with co-occurring disorders. Housing is a major issue. DHCI and DPC may not be the appropriate placement for some people.

BIAD is holding a Crab Feast on Saturday, September 23<sup>rd</sup> at Delaware Vets Post #2 in Dover.

#### Other Business

None

#### **ANNOUNCEMENTS**

The LIFE Conference will be held on January 24, 2018 at the Dover Downs Conference Center.

#### **ADJOURNMENT**

The meeting adjourned at 4:06 pm.

Respectively submitted,

Jo Singles  
SCPD Administrative Specialist  
S: bic/sep17min